

Historic Yorktown Design Committee

Minutes

August 19, 2020
Virtual Meeting
Zoom

Members Attending: Carolyn Weekley
Robert Hodson
Jose Longoria
Belinda Willis, alternate

Staff Attending: Earl W. Anderson, AICP

Mr. Anderson called the meeting to order at 7:00 PM and read the following statement:

This electronic remote meeting is being held pursuant to and in compliance with Ordinance No. 20-11(R), adopted by the York County Board of Supervisors June 16, 2020, pertaining to the continuity of County operations associated with the COVID-19 pandemic disaster. This meeting will be closed to in-person participation by the public. Public hearing comments could be made by participating in the zoom meeting and contacting Earl W. Anderson.

New Business

None

Minutes

The minutes of the May 20, 2020 meeting were approved unanimously.

Old Business

None

Applications for Certificates of Appropriateness

Application No. HYDC-182-20, Thomas E & Elizabeth Tragle III, 208 Bacon Street

Mr. Anderson stated that this application, submitted by Thomas and Elizabeth Tragle, seeks an approval for a new wood front yard fence along Bacon Street. The applicant's proposed design is described and depicted in the attached materials. The new fence will be visible from the main entry point to the Victory Monument and Yorktown as visitors drive up

Zweybrucken Road. The fence to be installed by the applicant along the front property line is consistent with this standard and compatible with other fence examples in the historic district. The proposed white paint color for the new fencing is part of the Yorktown Color Palette.

In staff's opinion, the proposed fence design and location is consistent with the Design Guidelines and compatible with the location in which it will be erected.

Staff recommends approval of this request.

Mr. Anderson asked if there were any questions for him or the applicants.

Mr. Longoria stated that the fence is very nice.

Ms. Weekley said the fencing matches the next door fence nicely.

Mr. Hodson agreed.

Mr. Hodson moved approval of the application to find the proposal consistent with the Guidelines and that the application be approved, subject to the drawings, narrative and other supplemental information received in the application.

By voice vote, the motion was approved unanimously.

Mr. Tragle apologized for it not being on the original plan submittal.

Application No. HYDC-183-20, Lida Angier Brock, 220 Bacon Street

Ms. Weekley recused herself from the case, as she lives on the property.

Mr. Anderson stated that this application, submitted by Lida Angier Brock, seeks an approval for a new six foot (6') back yard solid board fence along the back property line visible from Smith Street. The new fence will be visible from Smith Street. A British/Confederate earthworks does exist along the side and rear yard of the property. A scenic easement protects the earthworks from encroachment. A letter has been included from the National Park Service. The fence to be installed by the applicant near the rear property line and is consistent with other fence examples in the historic district. Though the Guidelines prefer a white fence color, the proposal to keep the fence in a natural state is not inconsistent with other solid board fencing in Yorktown.

The fence will be a new feature in the back yard of the property and will connect to the existing fence line to the north and will move straight across, then angle toward the existing gazebo on the southwestern corner, maintaining a ten foot (10') separation from the existing British/Confederate earthworks.

In staff's opinion, the proposed fence design and location is consistent with the Design Guidelines and compatible with the location in which it will be erected.

Staff recommends approval of this request.

Mr. Anderson asked if there were any questions.

Vice-Chair Hodson asked if there were any questions.

Ms. Brock clarified that the fence would be taller than what was shown in the picture and would have a third stringer across the back.

Mr. Robert Andrade stated that he had the property surveyed many years ago and he was unsure that the property markers were accurate.

Ms. Brock stated that they are planning to have a surveyor come out in the next two weeks and mark the property lines before they begin the project.

Mr. Andrade thanked here and that was his only question.

Mr. Hodson asked if they would be using a pressure treated wood.

Ms. Brock said she was unsure if it would be pressure treated, but that the contractor said that they should let the wood weather for a time before applying a sealant to get the natural look they desired.

Mr. Hodson stated that this is only a comment and is only a suggestion for the construction. He said they should consider getting a true one inch board from the Gloucester Lumber Yard, so you don't get a warp on the boards. He felt this would also be more authentic for what you would see in a historical village.

Mr. Longoria stated that the narrative stated it would be white pine.

Ms. Weekley said that they really did not want it to be white as that would stand out too much. She said the vegetation along the property line and the Crepe Myrtles should block the view of most of the fence. She just did not like the look of the white fence.

Mrs. Willis moved approval of the application to find the proposal consistent with the Guidelines and that the application be approved, subject to the drawings, narrative and other supplemental information received in the application.

By voice vote, the motion was approved unanimously.

Staff Reports

None

Committee Requests

Mrs. Willis asked about the construction at Larry's Lemonade.

Mr. Anderson stated that staff had noted the concerns with Building Safety and they had placed a stop work order until they updated the building plans. They have come in and changed the plans to match those that the HYDC approved. It looks like they have modified the structure to show those approved designs.

Ms. Weekley asked about the handicap ramp at 232 Bacon Street.

Mr. Anderson said that a building inspector has been out to the property twice with no response at the door. They have also sent two letters to the property owner. It is on the violation list and the Building Safety division is following up on making them comply with the previous administrative approval. He had reached out to the son via phone and email with no response.

Mr. Longoria updated the Committee on the King's property. He said the attorneys have come to an agreement on reducing the deck size. He wanted to make sure the process is correct and that the Kings come to the Chischiak Watch Architectural Review Committee first before any approvals are received from the HYDC or the County.

Mr. Anderson stated that he ran the information by the Zoning Administrator and she felt that since it was a reduction to what was approved she could issue an administrative approval for the reduction.

Mr. Hodson suggested that since it would not have any new architectural changes the administrative approval would be the best process.

There being no further business to come before the Committee, the meeting was adjourned at 7:23 pm.

Respectfully Submitted,
Earl W. Anderson, Secretary

Approved by HYDC: Earl W. Anderson

**York-Poquoson
Social Service Advisory Board
Minutes
Wednesday, October 21, 2020**

Present:

Board Members: Roy Staton, Chair
James Tucker, Vice-Chair
Carolyn Griffith
Lourdes Guidicelli-Gadea
Vivian McGettigan
Mary Ann Meyer

Absent: Michael Chandler

Other Attendees: Richard Verilla, Director
Neil Morgan, Your County Administrator
Randy Wheeler, Poquoson City Manager
Tedra Collins, Administrative Assistant to the Director
Burnette Hendricks, Assistant Director-Benefit Programs
Candace Mickelborough, Assistant Director-Services
Patti Alderman, YPDSS Administrative Services Manager
Linda Faircloth, Child Welfare Supervisor
Jennifer Bolden, Child Welfare Supervisor
Tom Little, Administrative Analyst
Vicki Krusie, Self-Sufficiency Supervisor
Shawn Coleman, Family Services Specialist
Kalida McGlothlin, Family Services Specialist

Call to Order:

The meeting was called to order at 9:04 a.m. by Mr. Staton.

Ordering of the Agenda:

There were no changes to the agenda.

Public Comment Period:

Because of the current pandemic, this was a virtual meeting, each member joining remotely. Public notices advised those wishing to observe or participate in the meeting contact Tedra Collins. Contact information was provided. No one contacted Ms. Collins. No public comments for this meeting.

Approval of Minutes:

Ms. McGettigan made a motion to approve the minutes of the September 16, 2020, meeting. Mr. Tucker seconded the motion. All approved; motion passed.

Presentation:

Ms. Kalida McGlothlin and Mr. Shawn Coleman Family Services Specialist, presented an overview on foster care. The Foster Care Program provides services to children and families when circumstances require the child to be removed from their home. Foster care provides a safe and stable environment for children and older youth until the issues that made placement outside the home necessary are resolved. When a child cannot return home, another permanent home is found for the child through adoption or legal custody by a relative.

Children enter foster care through one of the following means:

- Removal validated by the court based on an abuse or neglect petition,
- CHINS (Child In Need of Services) petition
- Entrustment
- Relief of custody petition
- Non-custodial foster care agreement
- Re-entry from a Department of Juvenile Justice commitment

When a child enters foster care, a case is opened in OASIS (online automated services information system). A hard file is kept to maintain essential document. A picture must be taken of the child and placed in the front of the record. An initial visit must be established with the biological parents/caretakers and siblings within 5 calendar days of the child (ren) coming into care.

Letters to relative who may be interested in providing a home are sent within 30 days from the time the child enters foster care. Requests are made to obtain any mental health assessments, medical records, dental records, and school records that may exist. A physical exam must be completed within 30 days of a youth entering foster care. A dental exam must be completed within 60 days of a youth entering foster care.

While the youth is in foster care, the assigned worker is required to complete face to face visits at least once per month. During these visits, it is important for the worker to evaluate the current safety and well-being of the foster youth, ensure that their needs are being met, and assess the progress that is being made towards accomplishing their permanency goal. Youth in foster care are eligible to receive a yearly clothing allowance. The amount of the allowance varies and is based on the age of the youth. Youth are required to undergo physical exams at least once per year. They are required to undergo dental exams at least once every six months. Credit history checks are completed on all foster youth 14 or older.

For each foster youth, a permanency goal must be identified. There 3 Primary options- return to home, relative placement, and adoption. The permanency goal that is based on the best interests of the child, including their needs and the bonded relationships that they have formed with others. During the time that the youth is in foster care, their case must be reviewed at least every 6 months. Service plans are developed and updated prior to the review discuss progress towards accomplishing the identified permanency goal as well as any barriers that exist.

If the permanency goal is return to home, regular visitations are arranged with the parent/ guardian(s). The best interest of the youth is taken into account when determining the parameters of the visit. Visitations with siblings are also arranged if feasible. Prior to the youth being returned home, a Family Partnership Meeting is held, during which the family's progress in correcting the conditions that led to the youth being removed are discussed.

If the permanency goal is relative placement and a placement option is identified, the assigned worker will conduct an assessment, including CPS and criminal history checks, to determine feasibility. If the decision is made to move forward with proposed placement, regular visitations will be set up to promote bonding between the relative and the youth before the placement is made. The assigned worker should help identify needs that will exist when the placement occurs and subsequently locate services to try to address those needs.

In order for a foster youth to be eligible for adoption, parental rights must be terminated, either through a voluntary entrustment or a petition for termination of parental rights.

Once an adoptive placement is identified, the foster youth must reside in the home for at least 6 months before a petition for adoption can be filed. Families that adopt foster youth are eligible to continue to receive assistance after the adoption is finalized.

If specific requirements are met, it is possible for a relative to assume custody of a foster youth (relative placement) and receive financial support until that youth turns 18. The requirements must include all of the following:

- The permanency options of Return to Home and Adoption are not appropriate for the youth.
- The youth has been in the continuous custody of the agency for at least 6 months.
- The youth has demonstrated a strong attachment to the prospective relative custodian.
- The prospective relative custodian must go through the process to become approved as a foster care provider.
- The youth must reside with the prospective relative custodian for at least 6 months as a regular foster care placement prior to custody being transferred and eligible for the Kinship Guardian Assistant Program (KINGAP) being initiated.

KINGAP was developed with youth 14 or older in mind who would otherwise be at risk of aging out of foster care.

Youth under the age of 18 exit foster care when their identified permanency goal has been achieved or if they have been committed to the Department of Juvenile Justice. If a youth turns 18 while still in foster care, they can choose to discharge or voluntarily sign themselves back in under the Fostering Futures program.

In the past, foster care ended for youth when they reached the age of 18. However, in 2016, an act was passed in Virginia that permitted the extension of foster care until the age of 21. This new program was called Fostering Futures. Eligible for Fostering Futures are youth who were in foster care at the age of 18 (but have not reached the age of 21) and youth who were in foster care prior to being committed to the Department of Juvenile Justice and are released after turning 18 (but have not reached the age of 21). Youth who choose to discharge from foster care at age 18 are eligible to enter Fostering Futures later, as long as they have not reached the age of 21.

Individuals who participate in Fostering Futures are expected to meet at least one of the following conditions:

- Enrollment in a secondary education or program leading to a GED
- Enrollment (full-time or part-time) in an institution that provides post-secondary or vocational education
- Participation in a program or activity designed to promote employment or remove barriers to employment
- Employment and working at least 80 hours per month
- Incapable of engaging in any of the above activities due to a documented medical condition

The biggest benefit for Fostering Futures participation is the opportunity to receive a monthly stipend, which is currently \$721. The assigned worker is required to continue to make face-to-face visits with the individual at least once per month. Participants are eligible to continue to

receive a clothing allowance of up to \$468 per year. Participants who are enrolled in school may be eligible to utilize the Education and Training Voucher (ETV), a funding source of up to \$5,000 per year that can be used on things such as room and board, meal plans, books, electronic equipment, etc. Participants are eligible to receive Medicaid until they turn 26 years old. Youth in foster care when they turned 18 are eligible to attend community college in the state of Virginia for free if they have their HS diploma or GED.

Old Business:

Director Position Recruitment & Selection:

Ms. McGettigan and Mr. Tucker are on the interview panel. Ms. McGettigan reported they had the uncertainty associated with how long it would take the state to qualify the candidates.

Vicki Diggs, Administrative Assistant is in the process of scheduling interviews. Interviews will be held the first week of November. Ms. McGettigan reminded the Board that part of the reason for the schedule being tight is we're hoping there will be a two week overlap with Mr. Verilla and the new Director.

New Business:

Review Draft FY 19-20 Annual Report:

The code of Virginia requires Advisory boards to submit an annual report to the governing bodies. Mr. Verilla answered several questions regarding the draft annual report. Board members had a number of suggestions. Board members may email additional suggestions to Mr. Verilla by the close of business on Friday, October 23, 2020. The draft will be emailed to Board members next.

Review Mission Statement and Values:

During board members training last month, it was advised that local boards should periodically review the agency's vision and mission statements. YPDSS currently does not have a vision statement. The Agency has a mission statement and a values statement. The mission statement is, "We believe that our mission is to assist in the basic needs of our citizens, promote self-sufficiency and protect vulnerable children and adults." Our values are, customer service, teamwork, communication, attitude and dependability. These are posted at various places throughout the agency.

Typically vision, mission and values are reviewed and sometimes revised during strategic planning sessions. Mr. Verilla suggested that the next time the agency does a strategic plan, perhaps one or more board members could participate.

Review Dash Board

The Local Agency Dashboard is issued quarterly by the Virginia Department of Social Services. This is a "report card" of the agency's performance. Mr. Verilla highlighted a few of the indicators and answered questions. Mr. Tucker suggested adding a local report, if feasible, and add an addendum page discussing quality versus quantity.

Statistical Reports:

Statistical Reports stand as submitted.

Personnel

Mr. Verilla announced Prell Gross will join the agency on October 11, 2020 as Children's Services Act (CSA) Coordinator. Mr. Gross a graduate of Virginia Tech. He has a wealth of experience working for private, nonprofit and private, for profit, in-home and office based providers working with children and families.

Ms. Mickelborough announced that Ashley Palochak will begin employment on November 2, 2020 with the Adult Services team as a Family Services Specialist-.She has a Master's of Social Work degree and currently works for the Center for Sexual Assault. She serves on our Adult Forensic team.

The Board expressed a desire for new staff to introduce themselves. Mr. Verilla will arrange for new staff to attend a board meeting and briefly address the board following introductions.

Director's Report:

Local Board Member Pre-Service Agreement:

During local board members training on September 24, 2020, board members were advised to complete the Pre-Service Agreement form and return it to the director. This can be either done as a hard copy or electronically. Please review and complete this for by putting a check by each item, sign and date. Return the complete form to Mr. Verilla.

Next Board Meeting:

The next meeting will be held on November 18, 2020. This meeting will be virtual.

Adjournment:

Hearing no further business for discussion, Mr. Tucker made a motion to adjourn the meeting and Ms. Meyer second. Motion passed. The meeting adjourned at 10:32 a.m.

Respectfully submitted by:
Richard M. Verilla, Secretary